Centenary

1980-81 Graduate Bulletin

Centenary College of Louisiana

Shreveport, Louisiana 71104

The campus is located on sixty-five (65) attractively landscaped acres two miles south of downtown Shreveport, Louisiana.

For additional information and application forms, contact:

Admissions Office (318) 869-5131
Centenary College of Louisiana
P. O. Box 4188
Shreveport, Louisiana 71104

School of Business (318) 869-5141

Department of Education (318) 869-5224

Dean of the College (318) 869-5104

Registrar (318) 869-5146

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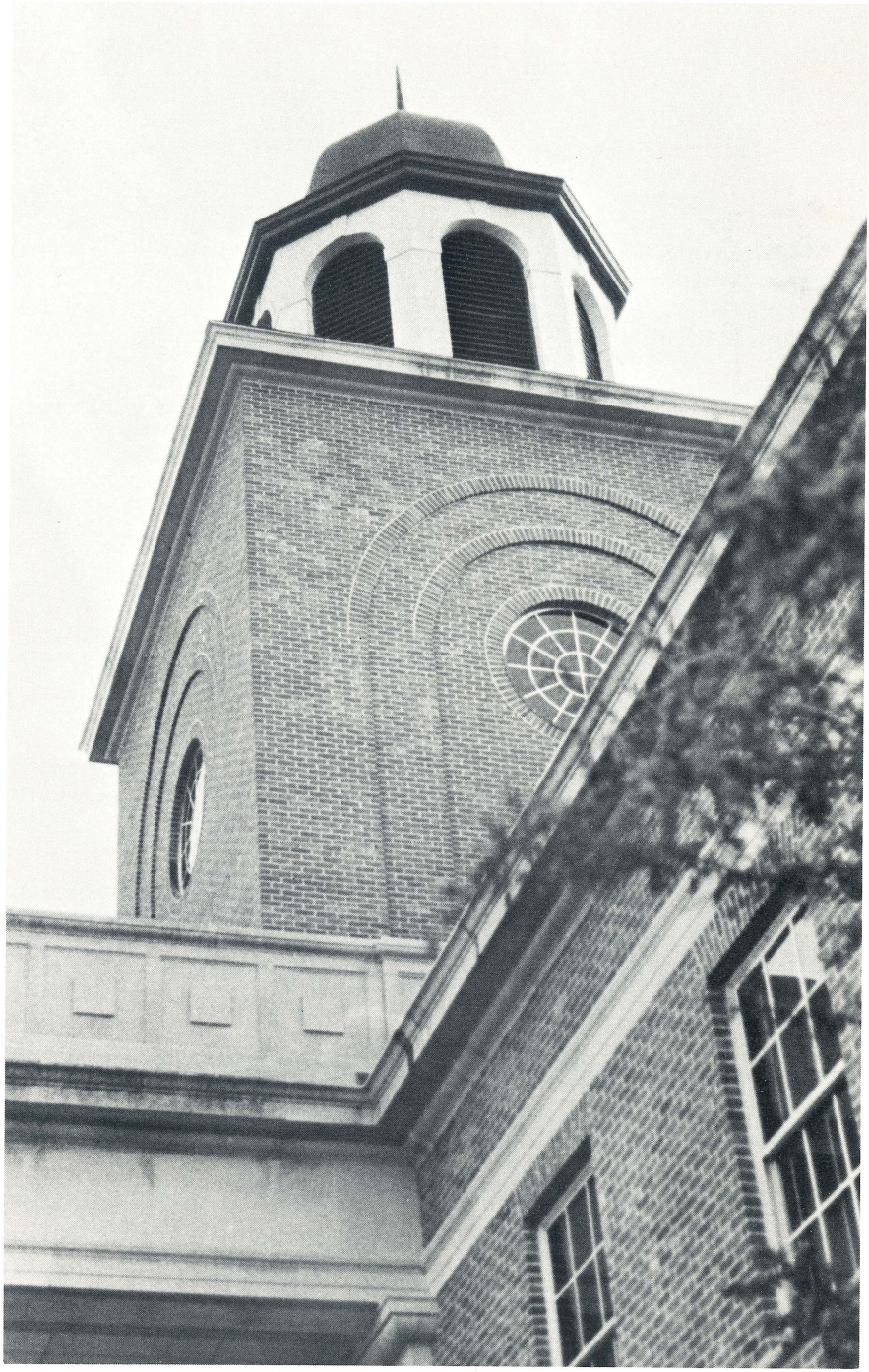

The John F. Magale Memorial Library Tower

GENERAL INFORMATION

HISTORY AND LOCATION

Centenary College is a liberal arts institution which provides superior education for students capable of intellectual leadership and for those who can benefit from study in an academic community where excellence is encouraged and individuality is respected. Such a community is fostered by the residential nature of the campus, an important factor in the development of the Centenary educational experience.

As an institution of The United Methodist Church, Centenary College believes that knowledge and religious faith have to be linked if one is to enhance the meaning of the other. The College strives to challenge its students to serve society by exemplifying the highest Christian ethic. Our educational philosophy is thus supported by and founded on a Judeo-Christian heritage which emphasizes the wholeness of human life, the interrelatedness of knowledge, and the dignity of man.

Established in 1825 as the College of Louisiana, in Jackson, the school merged in 1848 with Centenary College, which had been founded six years earlier by The Methodist Church in Clinton, Mississippi. In 1908, accepting a generous offer of land and support from the Atkins family and a group of friends, the College moved to Shreveport.

Centenary College is fully accredited by the recognized regional and national agencies and is approved by the University Senate of The United Methodist Church. Centenary is a member of the Southern Association of Colleges and Schools.[1]

CAMPUS AND FACILITIES

The Academic heart of the college is the Magale Library, which at present houses over 130,000 volumes as well as a large collection of periodicals, music and dramatic recordings, microfilm materials, and nearly 1,000 paintings and objets d'art. Cooperative arrangements with the Green Gold Library System (serving northwest Louisiana), the Southern College University Union (centered at Vanderbilt University), and the AMIGOS System, give access to books and periodicals that are not available on the campus. The library maintains the ERIC materials. With the exception of the archives and rare books, the library maintains open shelves. During the Academic year, the Magale Library is open from 8:00 a.m. until 11:00 p.m., Monday through Thursday, from 8:00 a.m. to 4:30 p.m., Friday, from 1:00 p.m. to 5:00 p.m. on Saturday, and from 2:00 p.m. to 10:00 p.m. on Sunday. Holiday schedules are announced.

The golden geodesic dome is the physical education facility of the College. The Crumley Memorial Gardens, a gift of Mr. and Mrs. Howard Crumley in memory of their son, enhance the beauty of the Campus, especially during azalea season. The land for the Centenary Campus was donated by the Atkins family and a group of their friends.

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[1]Also, the College maintains membership in the American Association of Colleges for Teacher Education, the American Association of Collegiate Registrars and Admissions Officers, the American Association of University Women, the Conference of Louisiana Colleges and Universities, the Council for Advancement and Support of Education, the Institute of International Education, the Louisiana Academy of Science, the National Association of Schools and Colleges of The United Methodist Church, the National Association of Schools of Music, and the Southern College University Union, Inc. The undergraduate program in chemistry is approved by the American Chemical Society.

There are many distinctive buildings on campus. Brown Memorial Chapel, the gift of Paul M. Brown (Chairman Emeritus of the Board of Trustees) and Colonel S. Perry Brown (a Life Member of the Board) in memory of their parents, will seat the entire student body and faculty in their present numbers.

The Marjorie Lyons Playhouse, gift of Trustee Charlton H. Lyons, Sr., and his family, is one of the most beautiful and well-equipped college theatres in the country and the home of the Rivertown Players, the College drama group. The Ed E. Hurley Memorial Music Building, a gift of Mrs. Gladys Hurley (another Life Member of the Board of Trustees) in memory of her late husband, houses the Centenary College Hurley School of Music and provides soundproof studios and practice rooms, a recording studio, a music library, and a spacious recital hall. The Dean R. E. Smith Building, a gift of the Louisiana Conference of the United Methodist Church, has classrooms, meeting rooms, faculty offices, and contains the Nellie P. Kilpatrick Auditorium, named in memory of an Honored Trustee of Centenary College by Act of the Board of Trustees. The Mickle Hall of Science houses all the science departments, the departments of mathematics, education, as well as the Computing Center (with a Burroughs 1800 series computer system), and the rehearsal hall and studio of the Centenary College Choir, an internationally famous singing group. The Centenary Choir rehearsal hall and studio were furnished through the generosity of Mrs. G. M. Anderson, a trustee of the College, and the late Mr. Anderson. Jackson Hall, named to commemorate the original site of the College, houses the humanities departments.

Administrative offices are located in Hamilton Hall, a gift of Mr. and Mrs. D. P. Hamilton. Mrs. Hamilton was a trustee of the College, and a member of the first graduating class in Shreveport. The Meadows Museum of Art, a gift of Algur H. Meadows, an alumnus, houses the Jean Despujols Collection of Indochinese Art.

GRADUATE PROGRAM

PURPOSE

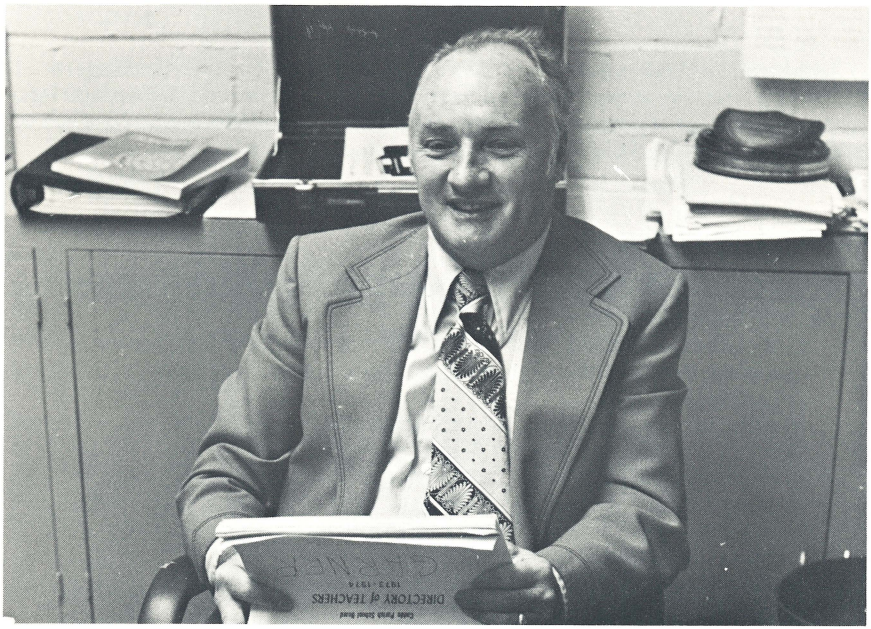
The Graduate Program was established to provide superior professional training for capable students. The Graduate Faculty is composed of professors with outstanding academic credentials as well as expertise and experience in the non-academic sector. Because graduate enrollment is purposely selective and limited, these professors work closely with individual students.

The graduate student assumes great responsibility in all course work and should recognize the importance of improving professional competencies through scholarly research and the true mastering of subject matter as opposed to merely passing courses. The student must be aware of the necessity of continued study in order to remain informed and proficient in his special field.

ADMINISTRATION

The Dean of the College is the administrative officer responsible for the graduate programs. The Dean and the Graduate Council are charged with the general administration of the programs.

The Graduate Council is comprised of the following: The Dean of the College, the Dean of the School of Business, the Chairperson of the Education Department, the Registrar, the Vice Chairperson of the Educational Policy Committee, the Chairperson of the Personnel and Economic Policy Committee, and two faculty members-at-large, nominated by the Faculty Organization Committee, approved by the President, and formally accepted by the faculty. The



Dr. Joseph D. Garner, Chairman of the Department of Education

members-at-large will serve staggered terms of two years.

It is desirable for all three academic divisions to be represented among the chairpersons of faculty committees and the members-at-large. It is from these members the Council selects its chairperson for the year.

The Graduate Council is responsible for the criteria for admission to graduate programs and satisfactory progress toward degrees, and for policies pertaining to personnel, curricula, degree requirements, and finances. Proposals relating to any of these areas may originate with the Dean, members of the Council, or any faculty or administrative officer of the College and should be sent to the Dean and the Chairperson of the Graduate Council. Proposals for new graduate programs come to the Graduate Council with majority approval from the department seeking the program. The Graduate Council submits its recommendations to the faculty for approval. Graduate academic appeals are made to the Graduate Council.

The Faculty Personnel and Economic Policy Committee and the Graduate Council cooperate in interviewing and recommending new faculty members and in recommendations for promotion and tenure.

The Graduate Council receives from each faculty member teaching graduate courses a report yearly in which the Council is apprised of the professor's professional activities relating to graduate program responsibilities, including research and publications.

DEGREES

Centenary awards two graduate degrees: the Master of Business Administration and the Master of Education (awarded in Elementary Education, Elementary School Administration and Supervision, and Secondary School Administration and Supervision).

ADMISSIONS

Admission to the Graduate School is under the supervision of the Director of Admissions. All correspondence concerning admission should be sent to the Admissions Office, Centenary College, P. O. Box 4188, Shreveport, Louisiana 71104, telephone (318) 869-5131.

Regular Admission

No student will be considered for regular admission until all of the following are received and evaluated:

1. Completed application form with a $20 non-refundable application fee.
2. Complete official transcript work completed at each college or university attended.
3. Results of the Graduate Record Examination Aptitude test, National Teacher Examination test, or Miller Analogies Test for Graduate Study in Education; and results of the Graduate Management Aptitude test for Graduate Study in Business. The test must have been taken within five years of the date of the admission to Graduate School, or within the first 12 hours of Graduate work.
4. Admission to a graduate program does not imply admission to candidacy for a graduate degree.

Special Admission

Outstanding graduating seniors in the undergraduate program at Centenary may, with permission of the Dean and the Chairperson or Dean of the appropriate department, be admitted to a maximum of six (6) hours of graduate course work. Should the student fail to graduate (and certify if in education) at the close of the semester, credit for the graduate level work will be denied.

Conditional Status

An applicant who does not meet the requirements of a regular graduate student may be granted conditional status by the Dean or Chairperson of the appropriate department.

Removal of Conditional Status

The removal of conditional status and continuance in the graduate program is determined by completion of admission procedures and the quality point average achieved by the student at the close of the semester or summer session during which he completes his first 12 semester hours of graduate work. Regular status is granted automatically to the student if, at this time, his cumulative grade point average on graduate work is 3.0 or better, and including no more than two courses with a grade of "C" or lower. A student on conditional status who fails to qualify for regular status upon completing 12 semester hours of work may not later be admitted to candidacy for a degree.

Probationary Status

A student who makes below a 3.0 grade point average will be placed on probation, and if he fails to raise that grade point average to at least a 3.0 average in the following semester, he will be dropped from the program.

Students who make more than two grades below a "B" will be dropped from the graduate program.

Re-Admission

Graduate Students whose study is not continuous in the Centenary College Graduate Program must apply for re-admission to the Graduate Program. The application for re-admission is made to the Admissions Office.

Non-Degree Status

Any person who has earned a bachelor's or master's degree from a regionally accredited college or university and wishes to take a course or courses, but is not interested in pursuing another degree, must submit the following:

1. Completed application form with a $20.00 non-refundable application fee.
2. Photostatic copy of last degree earned.

NOTE: All completed courses taken while one is classified as a non-degree or post-masters student may apply toward a degree at a later time, if all other admissions requirements have been fulfilled. This credit must have been earned within six years of the completion of the degree.

ADMISSION OF TRANSFER STUDENTS

An applicant who has attended another graduate school and has earned at least a 3.0 average on all graduate work is eligible to apply for admission to the Graduate Program at Centenary. The transfer student must also meet all admission requirements listed under the regular admission section; furthermore, he must be eligible for re-admission to the college from which he has transferred.

An applicant who has attended another graduate school and whose average on all graduate work is below a 3.0, but not lower than 2.5, may be eligible for conditional admission to the Centenary Graduate Program by action of the Graduate Council.

An applicant with a grade of "I" from another school will be denied admission to the Centenary Graduate Program.

TRANSFER OF CREDIT

In individual cases, a student, with the approval of the Dean or Chairperson of the appropriate department, may transfer a maximum of six semester hours of graduate credit earned in an accredited college or university with the following provisions:

The grade in each course accepted must be "B" or better.

Each course must be acceptable to the pattern of student's degree program at Centenary College.

The work considered for transfer must have been completed before the student registers in the graduate program.

The credit must have been earned within five years or less previous to the student's acceptance into a graduate program.

No graduate credit will be allowed for work done by correspondence study.

Dr. Hugh Urbantke, Dean of the School of Business

GRADING SYSTEM

At the end of each semester, letter grades are given in each course. These grades, their general significance, and their equivalent quality points (used in computing averages to determine academic standing) are as follows:

A – Work of high distinction; four quality points per hour
B – Above average work; three quality points per hour
C – Average work; two quality points per hour
F – Failing work; no credit, no quality points, course credit counts as work attempted in calculating averages
I – Incomplete work given only when emergency prevents the student from completing final examination or other concluding work of the course at the scheduled time. This temporary grade must be removed by completion within one semester of the time it is assigned, or it is automatically converted to a permanent "F"
W – Withdrawal; no credit, no quality points

At mid-semester during each semester, instructors report to the Dean of the College all grades averaging below "C." These are not official grades, but are used as warnings that improvement is necessary. Faculty advisers are notified of these deficiency reports, and students should consult with their advisers immediately upon receiving them.

FINANCIAL INFORMATION*

Application Fee

A one-time non-refundable application fee of $20.00 will be assessed each person making first-time application for graduate admission to Centenary College of Louisiana.

Tuition

1. $35.00 per semester hour of credit course work for the first 3 hours and $30.00 per semester hour of course work after the first 3 hours each semester at the graduate level.
2. Students may enroll at the graduate rate for undergraduate courses to correct entrance deficiencies as described below.
   A. Students in the Master of Education program may enroll at the graduate rate for undergraduate courses to correct entrance deficiencies provided they are enrolled in both graduate and undergraduate courses and hold a bachelor's degree. This may be done during the first two semesters of enrollment and may not amount to more than 12 hours.
   B. Students in the Master of Business Administration program who hold a bachelor's degree may correct entrance deficiencies for undergraduate work at the graduate fee on recommendation of the Department and Dean.
3. Graduating Seniors who are approved for taking a maximum of six hours of graduate course work, in addition to their undergraduate program will pay the regular undergraduate costs for full or part-time undergraduate course work.

Auditing Fee

Any student may be admitted to regular classes for audit by meeting admissions requirements and receiving the approval of the appropriate academic dean or chairperson, and by paying an audit fee. The audit fee is the same as the fee charged for registering for credit. Students auditing courses will not receive credit nor will they be permitted to take a credit examination on work audited.

Vehicle Registration Fee

Each student using or parking a motorized vehicle on the college campus or parking lots between 8:00 a.m. and 4:30 p.m. must register the vehicle in the Business Office at the time of registration for classes and pay a $10.00 vehicle registration fee.

Late Registration Fee

Any student registering after the close of the regular registration period will be charged an additional late registration fee of $25.00.

Change of Registration Fee

After registration is completed, a fee of $10.00 is charged for any change of registration (i.e., for each course dropped, added, or modified) not initiated by the College.

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*Subject to change without notice.

Graduation Fee

Candidates for all advanced degrees will pay a graduation fee of $25.00 which includes the cost of the diploma. The student will also pay the rental of the academic gown, cap, and hood.

Textbooks

All textbooks used in the College are on sale in the Centenary Bookstore located in the Student Union Building.

Transcripts of Credit

Any person who has earned credit may obtain a certified copy of his record, provided he is in good standing with all departments of the College. The first transcript is furnished without charge, and a fee of $2.00 is charged for each additional transcript.

Parking Fines

Students who receive parking tickets must present the ticket and pay the fine at the Business Office in Hamilton Hall.

FINANCIAL ASSISTANCE

Information concerning availability of loan funds may be obtained from the Director of Admissions and the Director of Financial Aid.

WITHDRAWAL AND REFUND POLICY

Failure to attend classes does not constitute a withdrawal. Official withdrawal is the date the student receives the approval of the Dean of the College for his withdrawal; and all refunds are based on that date, regardless of the date of last attendance. Withdrawal forms are available at the office of the Dean of the College. The completed form bearing the proper signatures must be filed at the Registrar's Office.

During the Fall and Spring Semester the following policy applies:

1. A service charge of $25.00 is made for withdrawal even if the student does not attend a class.
2. During the first three weeks after classes begin, three-fourths of the tuition is refunded.
3. After the third week and during the sixth week after classes begin, one-half of the tuition is refunded.
4. After the sixth week of classes, no refunds are given.
5. No refunds are given for the four-week summer courses after the first week of classes.

Board for that part of the semester or summer session which has not been used will be refunded regardless of the date of the official withdrawal; room rent cannot be refunded, however. Students who are separated from the College as the result of disciplinary action forfeit all refund rights.

GRADUATE SCHOOL REGULATIONS

Graduate students are expected to assume responsibility for becoming fully acquainted with regulations and requirements of the Graduate School.

THE MASTER OF BUSINESS ADMINISTRATION

Applicants to the Master's degree program holding bachelor's degrees from accredited institutions may be admitted to the graduate program if the admission requirements on pages 6-7 are met and personal attributes indicate the ability to pursue advanced study successfully. Some applicants may be admitted on a conditional admission.

Applicants must present evidence of adequate preparation in their undergraduate or graduate work in business, or be willing to complete undergraduate deficiencies at Centenary. Background courses required as preparation for the program are:

Business 203:	Principles of Accounting
Business 204:	Principles of Accounting
Business 321:	Principles of Management
Business 346:	Principles of Marketing
Business 425:	Business Finance
Economics 201:	Principles of Economics
Economics 202:	Principles of Economics
Economics 301:	Statistics
Economics 302:	Statistics
Economics 329:	Money and Banking.

The Master of Business Administration degree at Centenary College requires a minimum of thirty (30) semester hours of graduate work. The student is required to take the following courses for a total of twenty-seven (27) semester hours of work:

Business 501:	Advanced Accounting Theory
Business 502:	Managerial Accounting and Controllership
Business 511:	Financial Management
Business 512:	Investment Analysis
Business 521:	Business Policy and Decision-Making
Business 533:	Marketing Theory
Business 534:	Marketing Management Seminar
Economics 541:	Microeconomics
Economics 542:	Macroeconomics
Electives:	(3) Three Hours

Inasmuch as the program is designed as a night offering, it is anticipated that a graduate student may enroll for a maximum of six semester hours during the regular semester and during the summer session. The student must have earned all credit applied to the Master's degree within six years of the date of the conferral of the degree.

Each student in the graduate program is required to pass a final comprehensive examination covering the areas of his or her study. The examination will be written and will be conducted within one month prior to the date of the conferral of the degree. Only one re-examination will be allowed.

MBA COURSE DESCRIPTIONS

Business 501: Advanced Accounting Theory **3 hours**

A study of the development of accounting theory since the mid 1930's. Considers controversial issues and the changing philosophy in developing and formulating accounting principles and financial reporting standards.

Business 502: Managerial Accounting & Controllership **3 hours**

Managerial requirements and uses of accounting information. The function of the controller in management, analysis of financial conformation, flexible budgeting, capital budgeting and breakeven analysis. Analysis of cost-profit-volume relationships, direct costing, historical costs, current cost, and price level adjustment.

Business 503: Accounting Seminar **3 hours**

Seminars are offered as the need is determined by the department. No more than three (3) credits in Accounting Seminars may be counted in the graduate program **nor** more than six (6) credits of any combination of the Accounting Seminars or Accounting Independent Studies may be counted in the graduate program.

Economics 541: Microeconomics **3 hours**

Advanced study of price theory, monopoly, oligopoly, competition, income distribution, and other aspects of microeconomic theory.

Economics 542: Macroeconomics **3 hours**

Advanced study of economic organizations, economic role of government, national income and product, consumption, investment, saving, fiscal and monetary theory and policy, and other aspects of macroeconomic theory.

Economics 544: Economics Seminar **3 hours**

Investigation and analysis of topics of significance to business, labor and government.

Business 511: Financial Management **3 hours**

The management of financial resources including cash, receivables, inventory, and capital assets along with sources of current and long-term financing of those assets. Emphasis is placed on analytical and decision-making aspects of the financial management function.

Business 512: Investment Analysis **3 hours**

An evaluation of capital markets and of analytical techniques useful for security analysis. Emphasis will be placed on the analysis of stocks and bonds in portfolio management.

Business 521: Business Policy and Decision-Making **3 hours**

Policy formulation and implementation. Decision-making and coordination in solving management problems in the various functional areas of production, marketing, finance, personnel, and general administration of the enterprise.

Business 522: Seminar in Personnel Management **3 hours**

Advanced study of selected topics in personnel administration, emphasis given to those which are of current importance and those which meet specific student needs. Individual and group research projects. Readings, case studies, and discussion with guest speakers.

Business 523: Special Problems in Management **3 hours**

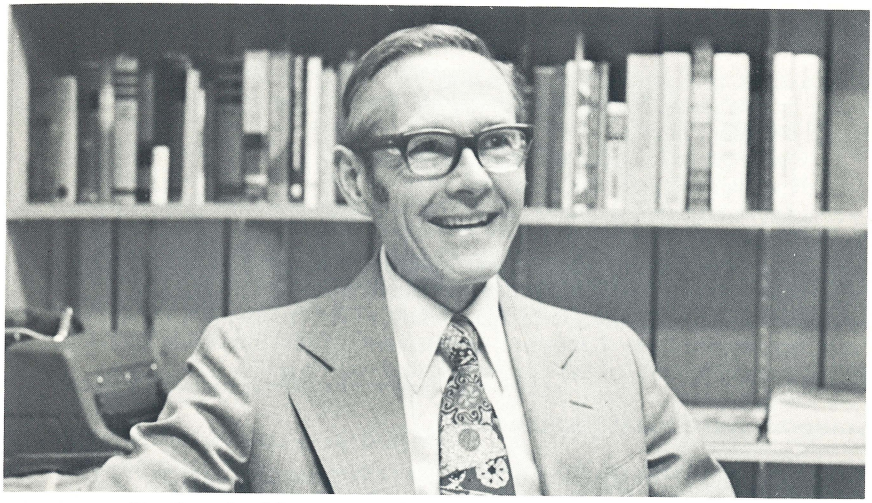
Application of concepts and techniques of management to a particular firm or to special problems in one or more firms or establishments, may be individual or by group. Final written report with recommendations required.

Business 524: Management Information Systems Design **3 hours**

The course examines the information flow between various points of decision within functional areas of a variety of organizations. An attempt is made to develop an understanding of the routine information flow and how it can be made more effective and efficient in terms of handling, procession, refining, and dissemination.

Business 525: Management Seminar **3 hours**

Investigation and analysis of contemporary management topics of significance to business and non-business organizations.



Dr. Douglas W. Morrill, Assistant Professor of Economics

Business 531: Marketing Problems **3 hours**

Use of the case approach to marketing problems involving the retailer, wholesaler, and manufacturer. Channels of distribution, pricing, the product, and the consumer aspects will be stressed.

Business 532: Advanced Consumer Behavior **3 hours**

Studies the behavioral facets of the marketing field, including the cultural and social stratification, reference groups, the nature and influence of individual predispositions, the effect of persuasive communication, diffusion of innovations and the learning process.

Business 533: Marketing Theory **3 hours**

Study of the theoretical social and economic aspects of distribution. Includes environmental constraints, structure, pricing, product innovations, consumer problems, marketing logistics, and institutions and their interrelationships.

Business 534: Marketing Management Seminar **3 hours**

Topical problems will be developed from an industry viewpoint and the firm's marketing activities in relationship to the industry.

THE MASTER OF EDUCATION

Applicants must fulfill the admission requirements on pages 6-7 of this bulletin.

If a person has a degree in a field other than education and is not certified to teach, he or she may enroll in Master of Education courses while completing certification requirements at Centenary. The student must be within 12 hours of completing undergraduate work in order to enroll concurrently in courses at the master's level.

Maximum Course Load

A graduate student may enroll for a maximum of twelve semester hours in a regular semester and twelve semester hours in a summer term, six hours per session.

Admission to Candidacy

Admission to a graduate program does not admit a student to candidacy for a degree in education. To be eligible for admission to candidacy for the master's degree, a student must:

1. Have achieved regular graduate student status
2. Have had a degree plan approved
3. Have completed a minimum of 12 semester hours of graduate work at Centenary
4. Have earned a "B" average on all graduate work pursued
5. Have presented evidence of teacher certification

Upon the recommendation of the student's adviser and with the approval of the Chairperson of the Education Department, formal admission to candidacy will be granted by vote of the Graduate Education Faculty.

Comprehensive Final Examination

Each candidate for the master's degree in education will be required to pass a comprehensive final examination covering areas of the student's major and minor fields of study. A written examination will be conducted at least four weeks before the date on which the degree is planned to be conferred. The Graduate Education Faculty will evaluate comprehensive final examinations.

On an original examination, a decision to pass must be unanimous; otherwise, the student is conditioned or failed. A decision to fail must be by majority. If the committee reports that the student has failed, there will be no re-examination. A re-examination will be required to remove any conditions that the examining committee imposes upon the student; only one such re-examination will be permitted. The re-examination will be permitted no sooner than the following semester or summer session. The Chairperson of the Education Department will set the time for re-examination. On a re-examination by the original committee, the decision to pass must be unanimous; otherwise, the student has failed.

Tuition Reimbursement for Teachers

The Louisiana Legislature passed a bill in the 1978 session enabling teachers to receive reimbursement for graduate courses taken. State Department forms are available in each principal's office.

If you are included as a staff member on your school's annual report, and the courses you wish to take are a part of a degree plan, certification in an additional field, or an expansion of current certification, you qualify for tuition exemption. Your principal can inform you of necessary procedures prior to college registration.

PROGRAM DESCRIPTIONS

Courses listed under each program are general requirements for that program, but individual degree plans take into account background and special needs. It is possible for a person in one program to elect or substitute courses in another program.

Elementary School Administration and Supervision

General requirements are as follows:

Education 501:	Education Research and Statistics
Education 502:	Theory and Construction of School Curriculum
Education 505:	School Administration
Education 506:	School Law
Education 508:	School Supervision
Education 514:	Foundations of Reading Instruction
Education 521:	Exceptional Children – Learning, Physical and Emotional Handicaps

Nine semester hours of electives in graduate education courses will meet the requirements of the master's degree.

Secondary School Administration and Supervision

General requirements are as follows:

Education 501:	Educational Research and Statistics
Education 502:	Theory and Construction of School Curriculum
Education 505:	School Administration
Education 506:	School Law
Education 508:	School Supervision
Education 514:	Foundations of Reading Instruction
Education 521:	Exceptional Children – Learning, Physical and Emotional Handicaps

Nine semester hours of electives in graduate education courses will meet the requirements of the master's degree.

Elementary Education

General requirements are as follows

Education 501:	Educational Research and Statistics
Education 502:	Theory and Construction of School Curriculum
Education 509:	Human Relations in Educational Change
Education 510:	Measurement in Education
Education 513:	Interpersonal Communication
Education 514:	Foundations of Reading Instruction
Education 521:	Exceptional Children – Learning, Physical and Emotional Handicaps

Nine semester hours of electives in graduate education courses will meet the requirements of the master's degree.

Reading Specialist Certification

In either of the above programs, if Education 514, 515, 516 and 517 are completed, the student will be certified as a Reading Specialist. Selective enrollment may be used in courses leading to Reading Specialist Certification.

M.Ed. COURSE DESCRIPTIONS

501: Educational Research and Statistics **3 hours**

The nature of scientific thinking, techniques of research design, planning and evaluation. Statistical methods used in the study of educational problems.

502: Theory and Construction of School Curriculum **3 hours**

A study of elementary and secondary school curriculum theory, design and evaluation. Social and psychological factors related to curricula – past, present and future.

503: Contemporary Problems in Education – Independent Study **3 hours**

An advanced course dealing with special problems in the different fields of education. Student will choose a problem, explore and critically appraise significant research and current development germane to the problem. Students may take no more than two courses.

504: Supervision of Student Teaching **3 hours**

Principles and techniques of supervision; emphasis on evaluation procedures.

505: School Administration **3 hours**

Duties and responsibilities of the elementary school and secondary school principal in areas of organization, leadership, administration and supervision; principal's professional growth and his relationship to school, teachers and patrons.

506: School Law **3 hours**

Local, state and federal statutory, constitutional and case laws, rulings and opinions affecting education; legal rights and responsibilities of school personnel.

507: School Plant and Facilities **3 hours**

Buildings, grounds and equipment and their significance to the educational program.

508: School Supervision **3 hours**

Principles, techniques, procedures, and instruments used in the supervision of instructional and auxiliary services of school systems.

509: Human Relations in Educational Change **3 hours**

Love, empathy, humor, understanding and sensitivity as they apply to administrator, teacher, non-professional personnel and student.

510: Measurement in Education **3 hours**

Theory, principles and evaluation of various types of tests. Emphasis on both teacher-made and standardized tests.

511: Improvement of the Teaching of Elementary Language Arts and Social Studies **3 hours**

Study of methods, literature, curricula, materials and research in the teaching of language arts and social studies. Emphasis on innovation.

512: Improvement of the Teaching of Elementary Mathematics and Science **3 hours**

Study of methods, literature, curricula, materials and research in the teaching of mathematics and science. Emphasis on innovation.

513: Interpersonal Communication **3 hours**

Knowledge and skills of behavior generally applicable to face-to-face communication, one's own unique style of communication, group and organizational factors which affect that communication. Teacher-student, teacher-teacher, teacher-parent, and teacher-administrator situations are stressed.

514: Foundations of Reading Instruction **3 hours**

A survey of principles and practices, methods and materials for devising, organizing and implementing effective reading programs in all grades.

515: Diagnosis and Correction of Reading Difficulties **3 hours**

Prerequisite: Education 514. Causes of reading disabilities; observation and interview procedures; diagnostic instruments; standard and informal tests; report writing; materials and methods of instruction.

516: Clinical Practicum in Reading **3 hours**

Prerequisites: Education 514 and 515. Designed to be an integral part of Education 515 in which students diagnose and treat reading disability cases under supervision. Course designed for three hours practicum in the morning (516) and two hours classwork in the afternoon (515). May be taken concurrently with Education 515.

517: Linguistics: Historical, Geographical and Structural **3 hours**

An introduction to the scientific study of language; the nature of language structure; how languages are alike and how they differ.

521: Exceptional Children – Learning, Physical and Emotional Handicaps **3 hours**

Understanding and working with pupils with handicaps; legislation, history and development, current literature, identifying characteristics, and organizational and instructional patterns and strategies.

595: Selected Topics **3 hours**

A detailed study of an area in education not normally covered in regular education courses. On demand.

599: Workshop in Alcohol Studies **3 hours**

The Deep South Summer School of Alcohol and Drug Studies, a one-week course, is designed to fill a need for practical training for those interested in the problems of alcoholism and drug abuse. Its goal is to explore the historical and contemporary attitudes toward drinking and drug use; to present the latest scientific information on the use and nonuse of alcohol and drugs; to develop a better understanding of the problems related to their use and how to deal with these problems; to provide information, materials, and techniques of alcohol and drug studies for instruction in the school, church, home and community. A staff of nationally recognized experts are recruited. Not offered in 1980.

The provisions of this bulletin do not constitute an offer for a contract which may be accepted by students through registration and enrollment in the College. The College reserves the right to change any provision or requirement, including fees, at any time with or without notice. The College also reserves the right to require a student to withdraw from the College for cause at any time.

Failure to read this bulletin does not excuse students from the requirements and regulations. Centenary College does not discriminate on the basis of handicap in the recruitment and admission of students, the recruitment and employment of faculty and staff, and the operation of any of its programs and activities, as specified by federal laws and regulations. The designated coordinator for College compliance with Section 504 of the Rehabilitation Act of 1973 is Mr. Jessie Outlaw.

Centenary College offers admission without regard to color, race, sex or religion; and follows the guidelines for records established by the Family Educational Rights and Privacy Act (1974).

Centenary College is an equal opportunity institution.

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